



CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Senior Citizens Advisory Board February 18, 2020

1. **Call to Order/Roll Call:** Chair Carmichael called the meeting of the Senior Citizens Advisory Board to order at 9:02 a.m. Board Members Present: Chair Carmichael, Vice-Chair Chu, Epperson, Goff, Luzaich, Martinez, Tracey, and Treasurer Hornung. Staff Present: Brewer, Magrini, Tessier, and Thurman.
2. **PLEDGE OF ALLEGIANCE:** Chair Carmichael led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes of the January 21, 2020 meeting.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **UNFINISHED BUSINESS:**
 - a. Treasurer's Report – Checking Account Balance – **Treasurer Hornung** stated she is meeting with Community Services Director Magrini and Finance Director DeMartini later today. **Director Magrini** stated that Finance Director DeMartini will give a presentation in the next few months about the Senior Center finances.
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Report, and Senior Center Historical Front Desk Sign In Data – **Superintendent Brewer** presented.
 - c. Receive Financial Report on Volunteer Recognition Party – **Supervisor Tessier** presented.
 - d. Update on Electric Sign Board – **Superintendent Brewer** stated that she has reached out to companies, but no responses back yet. Online they are \$30,000 - \$40,000 with an additional \$10,000 - \$15,000 for installation and electrical. There will probably be an annual fee for software and maintenance. Board discussion about reason for an electric sign board and the possibility for an interchangeable sign. Staff will come back with cost for a new sturdy dance sign.
8. **NEW BUSINESS:**
 - a. Senior Citizens Advisory Board Election Results – **Superintendent Brewer** stated that Bunny Epperson and Priscilla Martinez were elected to the board. **City Clerk Melissa Thurman** swore them in.

- b. Nomination and Election of Chairperson – **Board Member Martinez** nominated Dorothy Carmichael for chair. **M/S Epperson/Martinez**. Passed unanimously.

Board Member Chu nominated Bill Goff for vice-chair. **M/S Chu/Martinez**.

Board Member Tracey nominated Herb Chu for vice-chair. **M/S Chu/Carmichael**. Bill Goff will be vice-chair with four votes and Herb Chu with two votes.

9. ITEMS FROM BOARD MEMBERS:

- a. Discussion Regarding Senior Center Kiln – **Chair Carmichael** stated kiln is on a 110 and doesn't have a timer. A newer kiln is available that has the 220 and a timer. **Superintendent Brewer** stated it will cost about \$1,200 to \$1,500 to upgrade the electrical. Staff will get an estimate for the next meeting for the electrical and will speak to other staff about logistics of moving the kiln from the Recreation Center to the Senior Center.

10. ITEMS FROM STAFF:

- a. Update Regarding Crystal Springs Crosswalk – **Director Magrini** stated that the crosswalk and white lines have been repainted. The trees have been cut back. The intersection is still being studied so this was the easiest and quickest enhancement to do.
- b. Receive Presentation of Upcoming Special Events – **Director Magrini** announced March events - at the Library on March 14th computer skills classes, on March 16th Sterling the Bubblesmith handblown bubbles, and on March 28th Coffee and the Cosmos. The Recreation Department is accepting part time positions for the summer programs. At the Senior Center the Father Daughter Dance happens on February 22nd.

11. ADJOURNMENT: Meeting was adjourned at 10:11 a.m.